

## **MEMORANDUM**

**TO:** All Agency Employees

**FROM:** Gary T. Myers, Executive Director

**DATE:** March 20, 2007

**SUBJECT: JOB VACANCY ANNOUNCEMENT**

This memo is to officially announce the following position for *Transfer* or *Promotion*:

### **WILDLIFE BIOLOGIST 2**

**Wildlife Management Division – TWRA positions working in cooperation with NRCS  
(Haywood, Madison, Rutherford, and Knox counties)**

**Salary Range: \$3,048 - \$4,735**

**Formerly Occupied By: Four New Positions**

**EDUCATION AND EXPERIENCE:** Possession of a master's degree from an accredited college or university in wildlife or fish management or closely related field and experience equivalent to one year of full-time professional wildlife resources work; qualifying full-time professional wildlife or fisheries experience may be substituted for the required education on a year-for-year basis to a maximum of one year.

**POSITION DESCRIPTION:** These four positions will work out of the NRCS office in each identified county and will serve as Private Lands Biologists that will deliver technical assistance and NRCS conservation programs such as WHIP, EQIP (wildlife options), and TWRA programs such as the Landowner Incentives Program and the Farm Wildlife Habitat Program. The position in Haywood County, however, will be primarily focused on the NRCS Wetlands Reserve Program and promoting wetlands options in other Farm Bill programs.

**EXAMINATION SUMMARY:** Education and Experience, 100%, for Civil Service Positions.

Considerations must be submitted by **April 9, 2007** in accordance with Administrative Directive #3, with a copy sent to Stan Powell's office. **Lateral transfer.** Applicants holding the class of Wildlife Biologist 2 do not have to be on a register to laterally transfer. **Promotion:** In order to be considered for appointment to this classification, if you are not already on the Civil Service Register, you will need to send an original application to the Department of Personnel and be rated during designated "Announced Periods," The next announced period for submitting your application for this job class is 4/10/07 through 4/24/07. **If you need to get on the employment register** be sure to list **Statewide** on the application in order to be placed on the correct register, next send a copy of the application to Stan Powell's office, to be received in TWRA's H.R. office no later than April 9, 2007 or you may apply directly to the DOP using the online application method. ***This position is subject to the hiring freeze; interviews will be held upon approval by the Appointing Authority.***

Inquiries about this position should contact **Mark Gudlin** at **1-615.781.6614**.

GTM/slp

